



**Employer/Sponsor Payment Authorisation Form
2022/2023**

Important Notes:

- 1) One form per student to be handed in with enrolment form at enrolment.
- 2) Students will not be allowed to enter classes unless the completed authorisation form or payment is received.
- 3) Invoices are issued via email; payment should be made to Exeter College.

Full Name of Student

Course Title

Course Code

Name and Address
of sponsoring
Company

I understand that students' fees are payable on enrolment. I agree to pay the above student's fees immediately on receipt of invoice. I understand that tuition fees are payable whether the student subsequently leaves our employment for any reason, and whether he/she attends regularly or completes the course.

Employer/Sponsor Purchase Order No.: _____

Email address for invoice: _____

Name: _____

Date: _____

Signed on behalf of
Company: _____

Position: _____

Please return this form to:

Finance Office, Exeter College, Room 104 Tower Building, Hele Road,
Exeter, Devon. EX4 4JS

Email: accounts@exe-coll.ac.uk

Telephone: 01392 400319